# Guide to the Department of Trade and Industry

THE DEPARTMENT OF TRADE AND INDUSTRY was set up in October 1970 under a Secretary of State to bring together into a single department the responsibilities of the Board of Trade and part of the Ministry of Technology. The aim of the Department, as stated in the White Paper 'The Reorganisation of Central Government' (Cmnd. 4506), is: 'to assist British industry and commerce to improve their economic and technological strength and competitiveness'.

## Overseas trade

The Department protects UK commercial interests overseas, implements commercial policy, negotiates trade agreements, and administers UK protective tariffs. At the same time it promotes British exports under the direction of the British Overseas Trade Board, set up in January 1972 with the Minister for Trade and Consumer Affairs as President. Under the direction of the BOTB, the DTI provides an export information service to industry and commerce, largely through the eight regional offices, and handles Government support for overseas trade fairs. The Export Credits Guarantee Department is a distinct and semi-autonomous part of the DTI providing a credit insurance facility for exported goods and services.

## Commerce and consumer affairs

The Department is responsible in general for the basic legal framework for the regulation of industrial and commercial enterprises, administering a number of statutes governing company affairs and insolvency. It is responsible for policy on prices, monopolies, mergers and restrictive practices and has an important role in the sphere of consumer protection, the Minister for Trade and Consumer Affairs having a seat in the Cabinet. It has functions under the Trade Descriptions Acts and the Weights and Measures Act and holds general responsibility for company law, patent, trade mark and copyright matters. It also has the job of supplying industry with information about the effects of our accession to the EEC.

## Industrial development

The DTI sponsors most of manufacturing industry and the service and distributive trades. It oversees the industrial component of regional policy and financial assistance to industry under the Industry Act, these functions having been grouped together in the Industrial Development Executive under the Minister for Industrial Development. Regional industrial policy is designed to reduce the imbalance between some of the regions of the country, in particular by way of regional development grants. There are powers under a number of statutes to give financial assistance to private industry, in particular tourism and the needs of small firms.

## Fuel and power

The Department implements Government policy towards the nationalised coal, gas, electricity (except Scotland) and steel industries in Britain, approving their capital investment programmes, providing public finance and answering to Parliament for their performance. It exercises a similar role for the UKAEA and is closely concerned with the nuclear reactor and fuel industries. The co-ordinated development of energy sources and the use of fuel and power is another duty. Close links are also maintained with the oil industry, the DTI licensing petroleum and natural-gas exploration and production within the UK and the UK sector of the Continental Shelf.

## Civil aviation, aerospace, shipping, research

The Department is the sponsor for the UK shipping and civil aviation industries, dealing with safety, and other international relations questions. It also exercises a similar role in relation to the British Airways Board, the British Airports Authority and the Civil Aviation Authority as to the nationalised fuel and power industries. It provides funds for civil aircraft research and the launching of civil aircraft and aero-engines, notably Concorde, and maintains relations with the aerospace industry. The Department is responsible for three main fields of applied research and development, the largest of which is civil aerospace. The second block comprises the reactor and other nuclear R and D by the Atomic Energy Authority, and the third is the work of the five DTI industrial research establishments. Most of the work here is commissioned through Requirements Boards. The National Research Development Corporation is also a DTI responsibility.

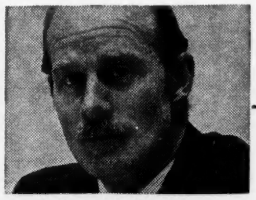
*It will be appreciated that in an organisation covering so many responsibilities changes in structure and personnel occur from time to time*

**Minister** | **Parliamentary Under-Secretary of State**

## Trade and Consumer Affairs

Prices policy; consumer affairs (including standards, weights and measures); commercial policy in the UK (competition policy, insurance, companies and the Patent Office); overseas trade; EEC; export promotion; ECGD; tariff.

*Sir Geoffrey Howe*



*Lord Limerick (Trade)*

## Aerospace and Shipping

Aerospace (including space policy); aviation; R and D; shipping and marine matters.

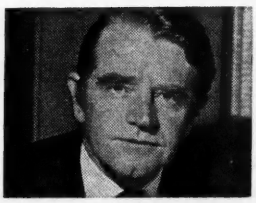
*Mr. Michael Heseltine*

*Mr. Cranley Onslow*

*Mr. Peter Walker, Secretary of State for Trade and Industry*

## Industrial Development

Industrial development; private industries, manufacturing and service (including tourism); regional industrial and commercial development, including regional development grants.



*Mr. Christopher Chataway*

*Mr. Anthony Grant*

## Industry

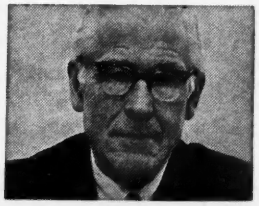
Energy policy; coal, electricity, gas, iron and steel, oil, atomic energy.

*Mr. Tom Boardman*

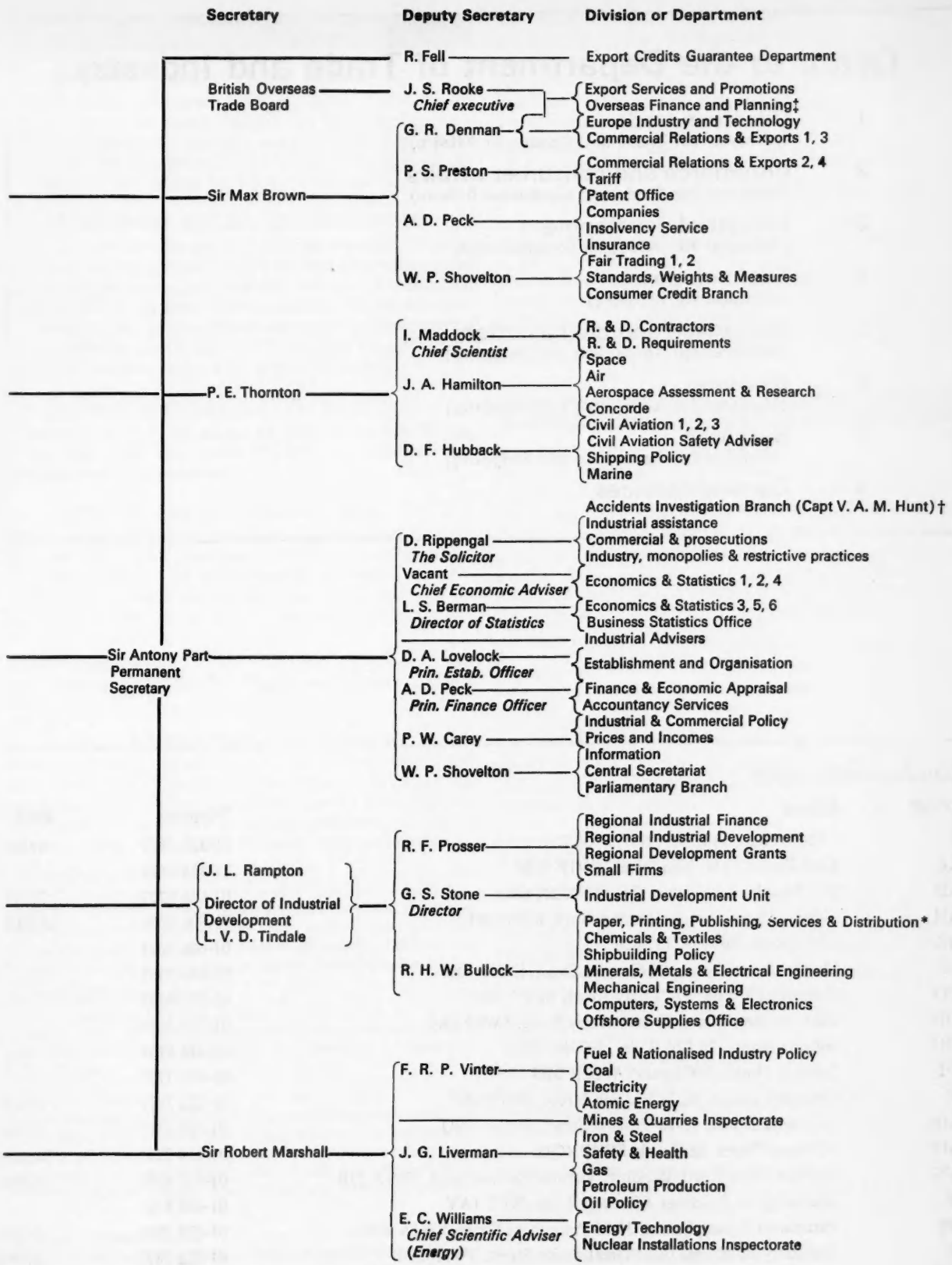
*Mr. Peter Emery (Industry and Consumer Affairs)*

## Minister without Portfolio

The Minister without Portfolio is the Department's spokesman in the House of Lords on all matters except those for which Lord Limerick is responsible.



*Lord Drumalbyn*




* Reports to Mr. Prosser in respect of tourism and the services and distribution industries.
† Reports direct to Secretary of State.
‡ Reports to Mr. Denman in respect of export finance and ECGD and to Mr. Preston in respect of overseas aid and export licensing.

# Guide to the Department of Trade and Industry

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(Minister for Trade and Consumer Affairs)

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(Minister for Industry)

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(Minister for Aerospace and Shipping)

6 **Shipping**
(Minister for Aerospace and Shipping)

7 **Research**
(Minister for Aerospace and Shipping)

8 **General services**

## London addresses

| CODE | Address | Telephone | Telex |
|---|---|---|---|
| V | 1 VICTORIA STREET, SW1H 0ET | 01-222 7877 | 27366 |
| AB | Abell House, John Islip Street, SW1P 4LN | 01-834 4422 | |
| AD | The Adelphi, John Adam Street, WC2N 6BQ | 01-836 1207 | 22119 |
| AH | Aldermanbury House, Aldermanbury, EC2P 2EL | 01-606 6699 | 883601 |
| BR | 2-14 Bunhill Row, EC1Y 8LL | 01-606 4071 | |
| CS | Chapter Street House, 26 Chapter Street, SW1P 4NS | 01-834 7032 | |
| CO | Companies House, 55-71 City Road, EC1Y 1BB | 01-253 9393 | |
| DB | Dean Bradley House, 52 Horseferry Road, SW1P 2AG | 01-799 5688 | |
| HH | Hillgate House, 26 Old Bailey, EC4M 7HU | 01-248 5757 | |
| IH | Inveresk House, 346 Strand, WC2R 0HJ | 01-836 7733 | |
| K | Kingsgate House, 66-74 Victoria Street, SW1E 6SJ | 01-222 7877 | 27366 |
| MH | Monsanto House, 10-18 Victoria Street, SW1H 0NQ | 01-222 7877 | 27366 |
| MT | Millbank Tower, Millbank, SW1P 4QU | 01-834 2255 | 918829 |
| NS | Norman Shaw North Building, Victoria Embankment, SW1A 2JB | 01-930 4349 | 27366 |
| P | Southampton Buildings, Chancery Lane, WC2 1AY | 01-405 8721 | |
| PS | Parliament Square House, 34-36 Parliament Street, SW1A 2ND | 01-222 7060 | 24730 |
| S | Sanctuary Buildings, 16-20 Great Smith Street, SW1P 3DB | 01-222 7877 | 27366 |
| SM | Shell Mex House, Strand, WC2R 0DP | 01-836 1207 | 22119 |
| SU | Sunley House, 90-93 High Holborn, WC1V 6LP | 01-405 6911 | 264084 |
| TH | Thames House South, Millbank, SW1P 4QJ | 01-222 7000 | |
| TM | Thomas More Building, Royal Courts of Justice, Strand WC2A 2JY | 01-405 7641 | |
| XH | Export House, 50 Ludgate Hill, EC4M 7HU | 01-248 5757 | 886143 |

## 1 Overseas trade

### 1-1 BRITISH OVERSEAS TRADE BOARD V

Directs export promotion work of Export Services and Promotions and Overseas Finance and Planning Divisions. Consists of businessmen and representatives of the Department, ECGD and the Foreign and Commonwealth Office, under the presidency of the Minister for Trade and Consumer Affairs.

### 1-2 COMMERCIAL RELATIONS AND EXPORTS V

Protection of UK commercial interests overseas. Treaties and trade agreements with other countries, representations on commercial matters, etc. Assisted overseas by commercial departments of missions and consulates. There are four divisions, the first concerned with matters of general external policy including GATT and UNCTAD, and the others with individual countries and related general groupings.

### 1-3 EUROPE, INDUSTRY AND TECHNOLOGY V

Policy responsibility for advice to industry on membership of the European Communities. Technological relations with Western European countries.

### 1-4 OVERSEAS FINANCE AND PLANNING V

Policy on general export promotion; planning and development of DTI export promotion activities. Co-ordination of Government support for capital projects overseas. Co-ordination of Department's interests in export credit and overseas aid. Arms exports and export licensing. Office of the Queen's Award to Industry.

**Export Licensing Branch** NS
Issues licences under Import, Export and Customs Powers (Defence) Act.

### 1-5 EXPORT SERVICES AND PROMOTIONS XH

Under the direction of the British Overseas Trade Board and working closely with British Diplomatic Service Posts abroad, provides, with the Export Sections of Regional Offices, advice, information and assistance to British companies engaged in overseas trading. Liaison with Technical Help to Exporters.

**General Export Services Branch** XH
Supply of information on overseas market prospects for particular goods and services. Help with business visits abroad and in making trade contacts overseas. Liaison with trade assocations, etc. European Components Service. Export services for firms in the London and South Eastern Region and the Eastern Region.

**Special Export Services Branch** XH
Export Marketing Research Scheme. Arrangements for inward missions, VIPs and other business visitors from overseas. Home duty tours for Commercial Officers from overseas. Liaison with Export Clubs.

**Export Data Branch** XH
Export Intelligence Service (providing subscribers with details of specific export opportunities and market intelligence). Storage and assembly of information on markets and marketing methods. Information on overseas tariffs and import regulations. Commercial standing of overseas firms. 'Hints to Businessmen' publications.

**Fairs and Promotions Branch** HH
Supports collective participation at overseas trade fairs through the joint venture and British pavilion schemes. Organises all-British fairs, symposia, British Shopping Weeks and Store Promotions. Provides general information on trade fairs. Supports groups of British businessmen visiting overseas markets through the outward mission scheme.

### 1-6 TARIFF K

General responsibility for managing the UK transitional protective tariff and administering provisions of the Import Duties Act for import duty questions arising from membership of the European Communities, anti-dumping policy and action, import licensing policy, etc.

**Import Licensing Branch** S
**Administration of import licensing.**

### 1-7 EXPORT CREDITS GUARANTEE DEPARTMENT AH

A separate Government department, responsible to the Secretary of State, providing export credit insurance on a commercial basis at cheap premium rates for UK exporters against commercial and political risks incurred in selling overseas. Also insurance against political risks of new overseas investments. Represented in local offices throughout the UK and in New York.

## 2 Commerce and consumer affairs

### 2-1 INDUSTRIAL ADVISERS V

Provide industrial advice for Ministers and senior officials over the whole range of the Department's activities, and beyond to other Departments and to NEDO, the British Overseas Trade Board, etc. Centrally based, the Advisers have generally been directors of large companies, and the Co-ordinator is at present a senior union official. Each has experience of general management and more specific experience in specialised fields, and they work within Government for about two years.

### 2-2 INDUSTRIAL AND COMMERCIAL POLICY V

Focal point for the Department's concern in economic, industrial, fiscal, social and environmental policies.

### 2-3 COMPANIES S

Administration of the Companies Acts, the Prevention of Fraud (Investments) Act, the Protection of Depositors Act, and related Acts. Relations with the accountancy profession. Harmonisation of company law in the EEC.

**Companies Registration Office** CO
**Registry of Business Names** CO

### 2-4 INSURANCE S

Administration of the Insurance Companies Acts including the authorisation and supervision of insurers; other matters affecting the insurance industry in Great Britain; matters affecting the overseas interests of British insurers including work in inter-governmental institutions eg EEC, OECD and UNCTAD. Application of Counter Inflation Policy to insurance.

### 2-5 INSOLVENCY SERVICE BR

All aspects of insolvency administration in accordance with the winding-up of companies under the Companies Acts and the failure of individuals under the Bankruptcy Acts. Administration of the Official Receivers' service in the High Courts and provincial offices. Supervision of liquidators and Trustees together with accounting for and management of funds. Insolvency matters as affected by European Community legislation.

**Official Receivers (High Court Offices)**
**Bankruptcy** TM
**Companies (Winding-up)** IH
**Official Receivers (Provincial offices)** BR
**Companies Investigation Branch** BR

**2-6 FAIR TRADING 1** V

Monopolies and mergers. Establishment of the Office of the Director-General of Fair Trading.

**2-7 FAIR TRADING 2** V

Fair Trading Bill. Consumer protection (other than standards, weights and measures and credit). Restrictive trade practices. Certification trade marks and hallmarking. EEC competition rules.

**2-8 CONSUMER CREDIT BRANCH** V

Follow-up to Crowther Committee recommendations on consumer credit. Preparation of necessary legislation.

**2-9 PATENT OFFICE AND INDUSTRIAL PROPERTY AND COPYRIGHT DEPARTMENT** P

Registration of patents, designs and trade marks. Policy on these matters and on copyright (and Baskerville House, Browncross Street, New Bailey Street, Salford M3 5FU. Tel: 061-832 9571—Trade marks and Designs only).

**2-10 PRICES AND INCOMES** V

Policy on price control or supervision for all goods and services within the Department's responsibility; focal point for Departmental interest in prices and incomes policies.

**2-11 STANDARDS, WEIGHTS AND MEASURES** AB

Policy on UK and international standards and on quality assurance. British participation in international standards organisations. Government support to the British Standards Institution. Co-ordination of Government policy on metrication.

**British Calibration Service** CS

Provides authenticated certification of the accuracy of measuring instruments of all kinds, with traceability of such calibrations to the national standards.

**Weights and Measures Services** CS

Provides a technical service to Weights and Measures Authorities and others in discharge of the Department's statutory responsibilities under the Weights and Measures Act 1963.

**British Approvals Service for Electrical Equipment in Flammable Atmospheres**—Safety in Mines Research Establishment, Harpur Hill, Buxton, Derbyshire (Buxton 6211).

Provides authenticated certification that electrical equipment for use in hazardous locations, other than mines, complies with prescribed standards.

## 3 Industrial development

### (Industrial Development Executive)

The IDE comprises (*a*) the Department's general policy divisions with responsibility for particular sections of private industry (except for the petroleum industry and those industries which are the responsibility of the Minister for Aerospace and Shipping) and small firms, (*b*) those parts of the Department concerned with regional development (Regional Industrial Development Division, Regional Industrial Finance Division, Regional Development Grants Division and the Regional Offices) and tourism and (*c*) the Industrial Development Unit.

**3-1 REGIONAL INDUSTRIAL DEVELOPMENT** MT

Industrial aspects of regional development. Designation of Assisted Areas. Regional policy in relation to the EEC. Building and leasing of factories through the Industrial Estates Corporations. Liaison with departmental regional offices. Promotion of Assisted Areas.

**3-2 REGIONAL INDUSTRIAL FINANCE** MT

Headquarters responsibility for regional selective assistance under Section 7 of the Industry Act 1972 and for financial assistance under the Local Employment Act 1972 (excluding Sections 7-9 incl.). Industrial Development Certificates.

**3-3 REGIONAL DEVELOPMENT GRANTS** S

Administration of regional development grants under the Industry Act 1972.

**3-4 SMALL FIRMS** AB

The focal point within Government where the needs of small firms can be seen as a whole. Follow-up of the Bolton Committee Report. Policy on provision of management advisory services for small firms (including Small Firms Centres).

**3-5 INDUSTRIAL DEVELOPMENT UNIT** MT

Assists in appraisal of the needs of industrial development and the findings of ways of meeting them. Particular concern with the exercise of powers to provide selective financial assistance under Part II of the Industry Act 1972.

**3-6 CHEMICALS AND TEXTILES** MT

Sponsorship of cotton and wool textiles, man-made fibres, tobacco, rubber, chemicals, fertilisers, proprietary medicines, toiletries and sundry related industries.

**3-7 COMPUTERS, SYSTEMS AND ELECTRONICS** DB

Sponsorship of the electronics industry (telecommunications, scientific instruments for industrial process control but not numerically controlled machines) and the computer and computer peripheral industries.

**3-8 MECHANICAL ENGINEERING** AB

Sponsorship of the motor vehicle, metal and woodworking machine-tool, agricultural machinery, construction and mechanical handling equipment, welding and manufacturing machinery, and other mechanical engineering products industries. Promotion of industrial technologies (tribology, terotechnology, corrosion and protection, mechancial handling) and of low-cost automation.

**3-9 MINERALS, METALS, ELECTRICAL ENGINEERING AND PROCESS PLANT** TH

General policy on mineral development in the UK. Questions of world demand and supply of non-ferrous metals. Sponsorship of non-ferrous metals industries and electrical engineering and process plant engineering and contracting industries.

**3-10 PAPER, PRINTING, PUBLISHING, SERVICES AND DISTRIBUTION** MT

Sponsorship of films, tourism, timber, board, printing, publishing, newspapers, books, distribution and service trades; and of leather and consumer goods industries including pottery, glass, cutlery, furniture, footwear, etc.

**3-11 SHIPBUILDING POLICY** **TH**
Sponsorship of the shipbuilding and ship-repairing industries.

**3-12 OFFSHORE SUPPLIES OFFICE** **TH**
Promoting the development of the UK's capability to compete effectively in the supply of goods and services for offshore oil and gas developments in UK waters and worldwide, and other follow-up of the IMEG Report. Sponsorship of industries involved in offshore supplies that are not covered elsewhere in the Department.

## REGIONAL AND DISTRICT OFFICES

The Department's main regional network is based on its 10 regional offices, eight of which are in England, and one each in Scotland and Wales. The Regional Offices represent the Department in its dealings with industry, local authorities, the Regional Offices of other Government departments and other local bodies and organisations. The Regional Offices are also responsible for administering selective assistance to industry in Assisted Areas and for other aspects of regional industrial development and export promotion.

In addition some parts of the Department's work are handled through specialist local offices. The main ones are HM Coastguard, Mercantile Marine Offices, Marine Survey Offices, offices handling Regional Development Grants and the residual Investment Grants, and the Official Receivers in bankruptcy and company liquidation. The Export Credits Guarantee Department also has local offices.

■ ● **Scotland**—314 St. Vincent Street, Glasgow G3 8XF (041-248 2855, Telex 77583).
□ **Glasgow**—Magnet House, 59 Waterloo Street, Glasgow G2 7BT (041-221 9833, Telex 77611).
**Edinburgh**—71 George Street, Edinburgh EH2 3EN (031-225 1822).
● **Inverness**—29a High Street, Inverness IV1 1HT (Inverness 30867).
■ ● **Wales and Monmouthshire**—Government Buildings, Gabalfa, Cardiff CF4 4YL (Cardiff 62131, Telex 49267).
□ **Cardiff**—24-26 Newport Road, Cardiff CF2 1SY (Cardiff 42611, Telex 49538).
**North Wales**—Government Buildings, Dinerth Road, Colwyn Bay, Denbs. (Colwyn Bay 44261).
■ ● **North**—Wellbar House, Gallowgate, Newcastle upon Tyne NE1 4TR (Newcastle upon Tyne 27575, Telex 53178).
□ **Billingham**—Queensway House, West Precinct, Billingham, Teesside TS23 2NF (Stockton on Tees 553671, Telex 58608).
● **Cumberland**—Town Hall, Cockermouth, Cumberland (Cockermouth 3498, Telex 64173).
■ ● **Yorkshire and Humberside**—City House, New Station Street, Leeds LS1 4JQ (Leeds 38232, Telex 557470).
■ ● **North-West**—Sunley Building, Piccadilly Plaza, Manchester M1 4BA (061-236 2171, Telex 667104).
□ **Bootle**—St. Peter's House, Stanley Precinct, Bootle, Lancs L20 3LZ (051-922 4030, Telex 627162).
● **West Midlands**—Five Ways House, Islington Row, Birmingham BI5 1SJ (021-643 8191 and 8221, Telex 337021).
● **East Midlands**—Cranbrook House, Cranbrook Street, Nottingham NG1 1ES (Nottingham 46121, Telex 37143).
● **South-West**—The Pithay, Bristol BS1 2BP (Bristol 291071, Telex 44214).
■ **Plymouth**—South-Western Industrial Development Office, Third floor, Tower Block, North Road Station, Plymouth PL4 6AP (Plymouth 21891).
**London and South-East**—Cromwell House, Dean Stanley Street, London SW1P 3HY (01-828 4355, Telex 25991).
**Croydon**—Concord House, London Road, Croydon CR9 2QB (01-684 9781).
**East**—Cromwell House, Dean Stanley Street, London SW1P 3HY (01-828 6271, Telex 25991).
**Reading**—Market Place House, Reading, Berks RG1 2EN (Reading 581261).
● **Northern Ireland Ministry of Commerce**—Chichester House, 64 Chichester Street, Belfast BT1 4JX (Belfast 34488, Telex 74578).

■ Regional Industrial Director (in addition to Regional Director).
● Offices providing services for British exporters (services for British exporters in the London & South-East and Eastern regions are provided by the DTI headquarters' Export Services and Promotions Division).
□ Regional development grants only.

## 4 Fuel and power

**4-1 ATOMIC ENERGY** **MT**

Financing of Atomic Energy Authority. Government relationship with British Nuclear Fuels Ltd. and the Radiochemical Centre Ltd. Sponsorship of nuclear design and construction industry. International aspects of atomic energy, including UK participation in IAEA, NEA and Euratom.

**4-2 COAL** **TH**

Policy relating to the coal industry, including administration of the Coal Industry Acts, NCB borrowings and investment. General liaison with the coal distributive trade. Authorisation of NCB opencast workings. Mining subsidence.

**4-3 ELECTRICITY** **TH**

Policy relating to the electricity supply industry in England and Wales, including statutory structure of the industry. Administration of Electricity Supply Acts and the Electricity Acts. Electricity industry borrowing, investment and prices. Accident investigation and meter examining.

**4-4 ENERGY TECHNOLOGY** **TH**

Provides scientific and technological support and advice on the energy sector of the economy and on the iron and steel industry. Supports divisions dealing with fuel policy, fuel and power industries, Atomic Energy Authority, and iron and steel industry.

**4-5 FUEL AND NATIONALISED INDUSTRY POLICY** **TH**

Development of nationalised industry and energy policy and co-ordination of civil emergency preparations in the energy sector.

**4-6 GAS** **TH**

Policy relating to the gas industry. Administration of the Gas Act, 1972. British Gas Corporation borrowings, investment and prices. Pricing of Continental Shelf gas. Safety measures for distribution and use of gas. Accident investigation and gas quality and meter examining.

**Gas Standards Branch** (Government Buildings, Saffron Road, Wigston, Leicester LE8 2US. Tel. 5354).
Control of gas quality and gas-meter testing, development work on standards and testing apparatus, gas safety.

**4-7 MINES AND QUARRIES INSPECTORATE** **TH**

Ensures observance both below and above ground of the Acts and Regulations on safety and health of people and the care and treatment of horses in mines and quarries. Inspectors investigate accidents and dangerous occurrences, attend inquests and initiate action to obtain compliance with the law, and advise on matters affecting health, safety and training.

**4-8 NUCLEAR INSTALLATIONS INSPECTORATE** **TH**

Regulates safety of nuclear power stations, nuclear-fuel processing plants, research reactors and isotope-manufacturing plants licensed by the Department under the Nuclear Installations Act.

**4-9 OIL POLICY** **TH**

Home and overseas oil policy, refineries and stockpiling, emergency planning. Prices, finances of UK oil companies, administration of Pipelines Act 1962. EEC, OECD.

**4-10 PETROLEUM PRODUCTION** **TH**

Licensing policy and legislation. Safety regulations, offshore pollution. Assessment of discoveries and reserves, supervision of production.

**4-11 IRON AND STEEL** **TH**

Policy relating to the iron and steel industry. Administration of the Iron and Steel Acts. BSC organisation, borrowings and investment. Sponsorship of the private sector iron and steel industry and the foundry industry.

**4-12 SAFETY AND HEALTH** **TH**

Administration of Mines and Quarries Act, etc; third-party liability in the field of Nuclear Energy (Nuclear Installations Acts).

## 5 Aerospace and civil aviation

**5-1 ACCIDENTS INVESTIGATION BRANCH** **SM**

The investigation, in the United Kingdom, of accidents in which any civil aircraft are involved and participation in other administrations' investigations elsewhere of accidents to British registered or manufactured aircraft. Reports direct to the Secretary of State.

**5-2 AEROSPACE (ASSESSMENT AND RESEARCH)** **MH**

Technical and financial policy concerning Government-sponsored civil aircraft research, covering airframes, aero-engines and equipment. Technical and market assessment of current and possible future civil aircraft and air transport systems. Economic and statistical studies of the aerospace industry and projected civil aircraft projects.

**5-3 AIR** **MH**

Sponsorship of the aircraft and aero-engine industries. Government shareholdings in Rolls-Royce (1971) Ltd. and Short Brothers and Harland Ltd. Civil aircraft and engine launching aid, including RB211 financing. Moves towards international collaboration and integration. Civil aircraft and engine exports.

**5-4 CIVIL AVIATION 1** **SM**

Sponsorship role in relation to British Airways Board and its airlines and the Civil Aviation Authority, including appointments to these bodies, administration of the CAA grant and other matters under the Civil Aviation Act 1971.

**5-5 CIVIL AVIATION 2** **SM**

International relations and negotiations covering scheduled and non-scheduled air services. Relations with international civil aviation bodies such as ICAO, the European Civil Aviation Conference and the Commonwealth Air Transport Council.

**5-6 CIVIL AVIATION 3** **AD**

Concern with aircraft noise and nuisance, Departmental interests in the third London airport, policy towards British Airports Authority, non-state aerodromes, public safety zones at civil aerodromes, disposal of surplus civil aviation land and property, confirmation of compulsory purchase orders, road closures and bye-laws at aerodromes.

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**5-7 CIVIL AVIATION SAFETY ADVISER** **SM**

Provides advice on civil aviation technical and operational safety matters and is responsible for formulation of policy and co-ordination of action on civil aviation security.

**5-8 CONCORDE** **MH**

Concorde policy and administration.

**5-9 SPACE** **AB**

Sponsorship of space industry. Policy and financial responsibility for the National Space Technology Programme and associated research programme. UK representation in the European Space Conference, ELDO and ESRO (for application satellite programmes).

## 6 Shipping

**6-1 MARINE** **SU**

Administration of merchant shipping legislation. Safety, construction and equipment. Navigational aids, crew matters, oil pollution, etc.

**Sea Transport Branch** **PS**

Responsible for provision of merchant shipping or shipping space to meet the needs of government departments. Deals with planning of sea transport operations. Provides shipping intelligence service.

**HM Coastguard** **SU**

Co-ordination of search and rescue measures for vessels and small craft around the coastline.

**6-2 SHIPPING POLICY** **AD**

General policy questions affecting the UK merchant fleet including fiscal policy, investment incentives, and structure, profitability and economic health of the industry. International shipping policy issues including flag discrimination, the role of Governments in relation to shipping conferences, flags of convenience, law of the sea and various international conventions on ship-owners' liability. Discussion and negotiation on such issues with other Governments either directly or in UNCTAD, IMCO, OECD and other international fora.

## 7 Research

**7-1 RESEARCH AND DEVELOPMENT REQUIREMENTS** **AB**

Servicing the Requirements Boards set up to determine the objectives of the Department's research and development programmes and the broad allocation of funds, and to commission R and D work. Sponsorship of research in marine technology and materials; DTI interest in Government-financed research in universities, research councils and other departments; Hovercraft Directorate.

**7-2 RESEARCH AND DEVELOPMENT CONTRACTORS** **AB**

Consideration of the responsibilities and problems of public sector contractors, especially those of the industrial research establishments (*see below*). Allocation and co-ordination of authorised programmes. Dealing with National Research Development Corporation and Queen's Award to Industry (technology section). Technical information services.

**Technology Reports Centre** (St. Mary Cray, Orpington, Kent BR5 3RF. Tel: Orpington 32111).
Information service for industry on UK government and overseas R & D, operates 'Techlink', a selective dissemination service, operates a console linked to the ESRO/ELDO data banks, and other computer retrieval systems.

**Overseas Technical Information Unit** **AB**
Provides information on overseas science and technology, international conference information, Scientific Counsellor reports, German engineering guide lines (VDI Richtlinien), etc.

**Technical Inquiry Point** **AB**
Directs inquirers to sources of technical information.

**International Technological Collaboration Unit** (Culham Laboratory, Abingdon, Berks. Tel: Oxford 41721, Telex: 83189).
Assists in implementing technological collaboration agreements between Britain and other countries; assists in technological exchanges.

**RESEARCH ESTABLISHMENTS, ETC**

**National Physical Laboratory** (Teddington, Middx. Tel: 01-977 3222, Telex 262344).
Metrology, standards, materials studies, computer science, aerodynamics, acoustics, ship hydrodynamics.

**National Engineering Laboratory** (East Kilbride, Glasgow. Tel: East Kilbride 20222, Telex 77588).
Engineering structure and materials, fluids, manufacturing systems.

**Warren Spring Laboratory** (Gunnels Wood Road, Stevenage, Herts SG1 2BX. Tel: Stevenage 3388, Telex 82250).
Chemical and process engineering, mineral processing, environmental pollution.

**Safety in Mines Research Establishment** (Central Laboratories, off Broad Lane, Sheffield S3 7HQ. Tel: Sheffield 78141).
Breathing apparatus, gas detection, dust sampling, explosion hazards, flame-proof equipment, haulage and lifting gear.

**Laboratory of the Government Chemist** (Cornwall House, Stamford Street, London SE1 9NQ. Tel: 01-928 7900).
Analytical services to Government departments, food chemistry, pesticide residues, environmental pollution.

**Pesticide Residue Analysis Information Service** (Cornwall House, Stamford Street, London SE1 9NQ. Tel: 01-928 7900).

**Computer-aided Design Centre** (Madingley Road, Cambridge CB3 0HB. Tel: Cambridge 63125).
Development of computer-aided design systems for chemical, mechanical, electrical, electronic and civil engineering, building, construction and industrial design.

## 8 General

**8-1 ACCOUNTANCY SERVICES** **HH**

A common service of the Department for all accountancy questions.

**8-2 INFORMATION** **V**

Public presentation of major issues and information services generally. Speech-writing. Departmental periodicals: *Trade and Industry, New Technology, Coastguard.* EEC Information Unit.

**8-3 ECONOMICS AND STATISTICS** **V**

Economic and statistical analysis and advice; forecasts and

special studies to assist in formulating economic and industrial policies; data collection and processing. There are six divisions covering: industrial and regional policies (EcS1); energy and iron and steel (EcS2); private sector manufacturing industries (EcS3); central economic statistics and forecasts (EcS4); overseas trade and payments statistics and forecasts (EcS5); finance, shipping, aviation and research and development (EcS6).

**Business Statistics Office** (Cardiff Road, Newport, Mon., NP7 1XG. Tel: Newport 56111).
The principal Government agency for collecting and processing statistics from business firms.

### 8-4 ESTABLISHMENT V

There are four divisions: Senior Staff Management—personnel management above Principal level, public appointments, honours; Establishment Personnel—personnel management Principal level and below; Establishment Organisation—organisation policy, management services, office services, libraries and industrial staff; Conditions of Service and Manpower—establishment matters common to all classes, manpower forecasts, complementing and staff inspection, focal point for Parliamentary Commissioner for Administration cases and Race Relations Board cases.

**Statistics and Market Intelligence Library** XH
A public reference library of material on overseas markets including large collections of economic and general statistics, catalogues of foreign manufacturers, overseas development plans, and overseas trade and telephone directories.

**Central Library** V

### 8-5 FINANCE AND ECONOMIC APPRAISAL AB

General financial policy and control. Co-ordination and preparation of the Department's Estimates and PESC forecasts. Development and application of criteria for evaluation of current and proposed expenditure and of the effectiveness of the Department's programmes. Liaison and co-ordination for Exchequer and Audit Department, Public Accounts Committee and Select Committee on Expenditure. Control of the Department's accounts work and internal audit.

### 8-6 SOLICITOR'S DEPARTMENT K

Acts as adviser on legal matters involved in the work of the Department and the Export Credits Guarantee Department. Responsible for drafting all subordinate legislation, and for prosecutions arising from Department-administered Acts. There are 12 branches. Branches 1-3 cover shipping, civil aviation, commercial matters, tariffs and standards; Branches 4-6 industrial assistance and export credits; Branches 7-9 insurance and companies, bankruptcy, consumer credit and prosecutions; Branches 10-12 industry, aerospace, fair trading and research and development.

### 8-7 CENTRAL SECRETARIAT V

Secretariat of Permanent Secretary's Top Management Group and general co-ordination. Advice on Parliamentary Select Committee work.

### 8-8 PARLIAMENTARY BRANCH V

Responsible for co-ordinating all DTI parliamentary work—public and private Bills, subordinate legislation, Parliamentary Questions, etc.

## ASSOCIATED ORGANISATIONS

**British Airports Authority**—2 Buckingham Gate, London SW1E 6JL (01-834 6621, Telex 919039).

**British Standards Institution**—2 Park Street, London W1A 2BS (01-629 9000).

**British Tourist Authority**—64 St. James's Street, London SW1A 1NF (01-629 9191).

**Civil Aviation Authority**—129 Kingsway, London WC2B 6NN (01-405 6922).

**Design Council**—28 Haymarket, London SW1Y 4SU (01-839 8000).

**Metrication Board**—22 Kingsway, London WC2B 6LE (01-242 6828).

**Monopolies Commission**—New Court, 48 Carey Street, London WC2A 2JJ (01-405 9722).

**National Computing Centre**—Quay House, Quay Street, Manchester 3 (061-832 9731, Telex 668962).

**National Research Development Corporation**—PO Box 236, Kingsgate House, 66-74 Victoria Street, London SW1E 6SJ (01-828 3400).

**Performing Right Tribunal**—25 Southampton Buildings, Chancery Lane, London WC2A 1AY (01-405 8721).

**Price Commission**—Neville House, Page Street, London SW1P 4LS (01-222 8020).

**Registrar of Restrictive Trading Agreements**—Chancery House, 53 Chancery Lane, London WC2A 1SP (01-242 2858).

**United Kingdom Atomic Energy Authority**—11 Charles II Street, London SW1Y 4QP (01-930 6262).

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